

## Fiscal Year 2005 Classification and Pay Plans

June 2004

The pay plan code, not the bargaining unit code, must be used to determine the proper pay plan for a class. All job classes in the classification plan are arranged in two separate listings: first, alphabetically by class title, and then in class code number order. The classification plan includes the following information for each job class: EEO 4 category, occupational code, overtime eligibility, bargaining unit and status, pay plan code, pay grade, class code and class title. These are discussed in more detail below and on the reverse side.

### EEO 4 Category (EEO):

This code identifies the Equal Employment Opportunity occupational category to which that job class is assigned.

01	Official/Administrator	03	Technician	05	Paraprofessional	07	Skilled Craft
02	Professional	04	Protective Service	06	Administrative Support	08	Service/Maintenance

### Occupational Code (OC):

An occupational code is a numeric code assigned to further subdivide EEO 4 categories obtained from the "Race, Sex, and Occupational Make-up of Iowa's 1990 Labor Force, EEO Special File." They are used to obtain labor force availability information reflective of jobs found in the State's work force.

### Overtime Eligibility (OT):

Classes NOT eligible for overtime compensation are coded "0." Classes coded "1" are eligible for straight (hour for hour) overtime compensation. Classes eligible for premium overtime compensation (one and one-half time rate) are coded "2."

### Bargaining Unit and Status (UNIT):

#### Unit

001	Clerical (AFSCME)	006	Security (AFSCME)
002	Technical (AFSCME)	007	Public Safety (SPOC)
003	Blue Collar (AFSCME)	008	Engineering (UNORGANIZED)
004	Fiscal & Staff (field status 104) (AFSCME)	009	Science (UE/IUP)
005	Social Services (UE/IUP)	010	Education (UNORGANIZED)
		011	Patient Care (AFSCME)

#### Status

012	Patient Treatment (UNORGANIZED)	E	Exempt from collective bargaining
015	Social Services (IMW classes) (UE/IUP)	N	Covered by a collective bargaining agreement
021	Justice (EXEMPT)	S	Supervisory (and exempt from collective bargaining)
024	Department Directors/Appointed Non-Elected Officials (STATUTORY)	U	Eligible for collective bargaining, but currently not organized

### **Pay Plan code (PLN):**

000	Noncontract	005	Social Services	014	AFSCME 013
014	Clerical (AFSCME 013)	014	Security/Community Corrections (AFSCME 013)	015	Social Services (IMW classes)
014	Technical (AFSCME 013)	007	Public Safety	017	Public Safety (Park Rangers)
014	Blue Collar (AFSCME 013)	009	Science	024	Department Directors/Appointed
014	Fiscal & Staff (AFSCME 013)				Non-Elected Officials

**Note:** Social Services 005 and 015 pay plans will be combined into the Social Services 010 pay plan effective 10-22-04.

### **Pay Grade (PG):**

Each job class is assigned a pay grade number. Some pay plans have steps within the pay ranges. Classes with an elongated pay range are identified with a minus number in parenthesis [e.g., 26 (-4)]. This means the class starts at the equivalent of pay grade 22 step 1. Pay grades with a plus sign and a step number or percentage sign have advanced starting rates (e.g., 26 + 2 or 26 + 22%). In the first example, the class starts at the second step of the range. In the second example, the class starts at 22% above the minimum of the range].

**Class Code (CODE):** Five digit identification number for a job class.

Class Code (50,000): Positions in these class codes are treated differently for overtime purposes than others in the same classification. Refer to the OT code in the Classification Plan.

Class Code (60,000): Class is covered by the Conservation Officer retirement system.

Class Code (70,000): Incumbents (specific employees in a class) are covered by the protection occupation retirement system. As employees vacate a class, it will be deleted.

Class Code (80,000): Class is covered by the protection occupation retirement system.

Class Code (90,000): Class is exempt from collective bargaining.

### **Explanation of Symbols and Abbreviations:**

PD	positions are paid on a per diem basis.
ST	positions are paid a salary specified by statute.
MIL RANK	positions are paid a salary based on the incumbent's military rank.